

Area Commission Membership Registration

	A	B	C
1	FIELD Legistar <u>NORTHEAST AREA COMMISSION</u>	CURRENT INFORMATION Legistar Re-appointment of Elwood Rayford, 2776 Yorkcliff Rd. Columbus, Ohio 43219, to serve on the NORTHEAST AREA COMMISSION, with an expiration date of January 1, 2014	NEW INFORMATION (1) Please print new information clearly, <u>OR</u> (2) Place a “check” in these boxes if member is re-elected and information is unchanged (3) Do not forget to update “Term Expiration” for re-elected members
2	First Name	Elwood	√
3	Last Name	Rayford	√
4	Title	Chairperson	√
5	Address	2776 Yorkcliff Rd.	√
6	City	Columbus	√
7	State	Ohio	√
8	Zip Code	43219	√
9	Home Telephone	(614) 475-1448	√
10	Work Telephone	-----	√
11	Fax Number	-----	√
12	Email Address	jarfull@sbcglobal.net	√
13	District/Designation	Sommerset	√
14	Term Start Date	11/1/11	1/1/11
15	Term Expiration	1/1/14	1/1/14
16	Seat Succession	Re-appointment	√

C) Area Commission Detail

In addition to membership registration, Liaisons are responsible for assuring that the Area Commission's general information is accurate and current. Please use the attached form to revise or update general Commission information, including changes in contact information, meeting changes (dates, times, locations) or boundary revisions.

This information should be updated as needed and emailed to both Bonita Lee and Yvette Aniagolu.

Area Commission Detail - **Sample**

Organization	Northeast Area Commission
First Name	Elwood
Last Name	Rayford
Title	Chair
Street Address	2776 Yorkcliff Rd.
City	Columbus
State	Ohio
Zip	43219
Home or Cell Phone	(614) 475-1448
Work Phone	none
Fax	none
Email Address	jarfull@sbcglobal.net
Meeting Location	Howard Community Center
Meeting Date	First Thursday
Meeting Time	7:00 pm.
North Boundary	Henderson Road.
South Boundary	Fifth Avenue.
East Boundary	North Star Road
West Boundary	Scioto River

Part I Area Commissions

D) Legistar Changes - By Laws

Liaisons are also responsible for assuring that any changes or revisions to the Commission's By Laws or meeting schedules or other information required for publication in the City Bulletin are prepared and emailed to Paul Haytcher pjhaytcher@columbus.gov). Once published, meeting changes should be reported on the Area Commission Detail form and emailed to B. Lee and Hannah Jones (Gilman) and copy me as well.

Part II - Civic Associations

A) Civic Association Detail

For registered Civics, Liaisons are responsible for assuring that information is accurate and current and is provided to both Bonita Lee and Hannah Jones (Gilman). This information will generate correct mailing labels and will assure the NSD website and database is current. This is especially critical for areas of the City without Area Commission representation. Use the form attached to collect and forward new or revised information.

Civic Association Detail - Sample

Organization	Upper Arlington Civic Association
First Name	Carol
Last Name	Smith
Title	Chair
Coalition?	No
Street Address	123 Main Street
City	Columbus
State	Ohio
Zip	43015
Home or Cell Phone	(614) 555-1234
Work Phone	(614) 555-0987
Fax	(614) 555-1290
Email Address	cbsmith@aol.com
Notes	none
Meeting Date and Time	First Monday - 6:00 pm
Meeting Location	Columbus Health Dept. 240 Parsons Ave
North Boundary	Henderson Road.
South Boundary	Fifth Avenue.
East Boundary	North Star Road
West Boundary	Scioto River
By Laws?	No
Active?	Yes
Website	uaca.org
Updated	01-16-09
Liaison Area	Area 6